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**MINUTES OF THE
BOARD OF SELECTMEN**

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**MEETING OF
July 14, 2008**

10 The Board of Selectmen held a meeting on Monday July 14, 2008, at Salem Town Hall, 33
11 Geremonty Drive, Salem, NH.

12 **PRESENT:** Chairman Elizabeth A. Roth, Vice-Chairman Arthur E. Barnes, Secretary Michael J.
13 Lyons, Selectman Everett P. McBride, Selectman Patrick Hargreaves and Town Manager Mr. J.
14 Sistare.

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CALL TO ORDER

18 Chairman Roth began by calling the meeting to order at 7:05:p.m. She then joined the Board in
19 the Pledge of Allegiance, and introduced members of the Board and Town staff.

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1. Meeting Minutes

23 **MOTION:** by Selectman Lyons

24 *Move to accept the minutes of the Salem Board of Selectmen Regular meeting on June 23,*
25 *2008 as written*

26 **SECOND:** Selectman Barnes

27 **VOTE:** 4-0-1 (Selectman McBride abstained)

28 The motion carried.

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2. Chairman Comments

32 Chairman Roth stated she would reserve her comments for item 3 on the agenda.

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3. High School Art Contest Awards – Salem Depot Train Station

36 Chairman Roth introduced this item by explaining about the contest, introducing members of
37 the depot board who were in attendance. She explained the awards being handed out this
38 evening were for the senior high division of the contest and that they are hoping to preserve
39 the artwork by binding copies in a book. Chairman Roth called on Mrs. B Glynn and Ms.
40 Donna Velt from Pentucket Bank to hand out the awards and announced the following
41 winners:

42 **Honorable mentions: Rachel Walker, Sarah Cotton, Nichole Mooers, Kate Colacchio,**

43 **Tavar Johnson**

44 **3rd place Chris Callageriro**

45 **2nd place Mike Lepore**

46 **1st place Crystal Wegner**

Chairman Roth thanked everyone for their participation.

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**4. Accept Donation from Council on Aging for the Purchase of Computers for Senior
Center**

Chairman Roth handed over to Mr. Sistare who introduced Patti Drelick, Director of Senior

1 Services. Ms. Drelick reported the Senior Services Center will be celebrating its sixth
2 anniversary in a couple of weeks. She went on to explain the Council on Aging had pledged
3 to provide a computer laboratory for the center, providing new computers each year. The
4 current donation is for the purchase of three new computers for staff whose old computers
5 will go to the computer laboratory.

6
7 **MOTION:** by Selectman McBride

8 *Move in accordance with RSA 31:95(b) that the Salem Board of Selectmen does hereby*
9 *accept a donation in the amount of \$2,956.92 from the Council on Aging for the cost to*
10 *purchase three computers for the Senior Center*

11 **SECOND:** Selectman Barnes

12 **VOTE:** 5-0-0

13 The motion carried unanimously

14
15 Selectman McBride and Chairman Roth extended their thanks to the Council on Aging for
16 their kind donations.

17 18 5. Public Hearing – Accept Streets

19 Mr. Sistare introduced this item, explaining what it was for and handing over to Mr. Bob
20 Puff, Director of Engineering for further information. Mr. Puff introduced himself stating he
21 had received a recommendation from Mr. Jim Brown to accept Canterbury Court with the
22 two stipulations outlined in the following motion.

23
24 **MOTION:** by Selectman Lyons

25 *Move to accept Canterbury Court as shown on the following plan approved by the Town of*
26 *Salem Planning Board “Subdivision Plan Prepared for: Lunan Realty, Inc., 44 Stark*
27 *Lane, Litchfield, NH 03052, Salem Property Map 83, Lot 1559, Property Address, 262*
28 *Main Street, Prepared by Promised Land Survey, LLC, 25 Nashua Road, Suite B1,*
29 *Londonderry, NH 03053, Telephone 603-432-2112, Fax 603-432-8800,*
30 *www.promisedlandsurvey.com, Land Surveying Wetlands Planning Permitting Layout,*
31 *Scale: 1”=50’, Date: May 2002, Sheet 2 of 20” and recorded in the Rockingham Country*
32 *Registry of Deeds as Plan No. D-30611. This acceptance is conditional upon the following*
33 *criteria: The developer shall (1) submit a deed for town counsel review (at their expense),*
34 *2) record the deed and forward a copy to the Town of Salem Engineering Department, 3)*
35 *clean all pipes and basins, and 4) sweep the street.*

36 **SECOND:** Selectman McBride

37 38 *Discussion:*

39 Referring to a letter in the Board of Selectmen’s packet, Selectman Hargreaves suggested the
40 motion should include condition #5, to include street lights as stated in the letter.

41
42 **AMENDED MOTION:** by Selectman Hargreaves

43 *Move to accept Canterbury Court as shown on the following plan approved by the Town of*
44 *Salem Planning Board “Subdivision Plan Prepared for: Lunan Realty, Inc., 44 Stark*
45 *Lane, Litchfield, NH 03052, Salem Property Map 83, Lot 1559, Property Address, 262*
46 *Main Street, Prepared by Promised Land Survey, LLC, 25 Nashua Road, Suite B1,*

1 *Londonderry, NH 03053, Telephone 603-432-2112, Fax 603-432-8800,*
2 *www.promisedlandsurvey.com, Land Surveying Wetlands Planning Permitting Layout,*
3 *Scale: 1"=50', Date: May 2002, Sheet 2 of 20" and recorded in the Rockingham Country*
4 *Registry of Deeds as Plan No. D-30611. This acceptance is conditional upon the following*
5 *criteria: The developer shall (1) submit a deed for town counsel review (at their expense),*
6 *2) record the deed and forward a copy to the Town of Salem Engineering Department, 3)*
7 *clean all pipes and basins, 4) sweep the street and 5) accept street lights*

8 **SECOND:** Selectman McBride

9 **VOTE:** 5-0-0

10 The motion carried unanimously.

11
12 **VOTE (ON AMENDED MOTION):** 5-0-0

13 The motion carried unanimously.

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15 **6. Public Hearings**

16 *a) Donation to Police Department*

17 Mr. Sistare provided some background information on the donation, handing over to Police
18 Chief Donovan and Captain Patten for further information.

19
20 Chief Donovan explained the motorcycles will enhance the number of vehicles in the fleet
21 and assist in the ability to respond to emergencies, and the motorcycles will be able to get
22 into some neighborhoods where streets are narrow and therefore have more flexibility than a
23 cruiser.

24
25 In response to Selectman Hargreaves, Captain Patten explained receiving the motorcycles
26 would not take cruisers off the road and there will be no increase in manpower. Captain
27 Patten provided statistics and figures on the costs involved in registering and insuring the
28 vehicles for future years. He also explained about warranty maintenance and stated the
29 motorcycles will be used to fill deployment gaps.

30
31 **MOTION:** by Selectman McBride

32 *Move in accordance with RSA 31:95(b) that the Salem Board of Selectmen does hereby*
33 *accept a donation in the amount of \$39,746 from an anonymous donor for the cost to*
34 *purchase two fully-equipped police motorcycles, including insurance, uniforms, and*
35 *training for the police officers utilizing the motorcycles.*

36 **SECOND:** Selectman Hargreaves

37 **VOTE:** 5-0-0

38
39 Chairman Roth requested the Police Department extend the sincere thanks of the Town to the
40 anonymous donor.

41
42 *b) Grant for Fire Department Dispatch Center*

43 Mr. Sistare explained the grant was for a new dispatch center for the Fire Department and
44 introduced Dispatch Communications Supervisor Cheryl Ritchie who explained the grant
45 will enable the department to standardize dispatch capabilities. In response to a query from

1 Chairman Roth, Ms. Ritchie explained what she knew about why Salem Fire Department had
2 been chosen to receive the grant from the State, with input from Mr. Sistare.

3
4 **MOTION:** by Selectman Barnes

5 *Move in accordance with RSA 31:95(b) that the Salem Board of Selectmen does hereby*
6 *accept a donation in the amount of \$88,325.54 from the NH Department of Safety,*
7 *Homeland Security Grant Program, Statewide Interoperability Project, Emergency*
8 *Operation Centers to install the Motorola MCC 5500 Dispatch Console at the Central Fire*
9 *Station.*

10 **SECOND:** Selectman McBride

11
12 In response to a query from Selectman Hargreaves Mr. Sistare explained the maintenance
13 program would be supplied by the vendor.

14
15 **VOTE:** 5-0-0

16 The motion carried unanimously.

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18 **7. Request to Withdraw Funds from the Roadway Capital Reserve Fund**

19 Mr. Sistare provided some background information, explaining about speeding up the
20 process of rebuilding bridges in need of repair. He stated he had sought the opinion of the
21 LGC (Local Government Center) as to whether bridges are part of the roadway and they had
22 stated it was their opinion it would be acceptable to use the Roadway Capital Reserve Fund
23 for the monies required, and this was an alternative to holding a Special Town Meeting
24 which would speed up the process. He stated they are including additional design money for
25 Pelham Road Bridge. He further explained the figures involved, stating he had a received a
26 letter from the NHDOT, dated July 11, 2008 confirming the Town will be reimbursed for the
27 Haverhill Road Bridge and those funds would go into the Capital Reserve Fund to replace the
28 monies being withdrawn at this time. He confirmed for Chairman Roth they should expect to
29 receive these funds by early August and they will lapse into surplus at the end of the year.

30
31 Mr. Puff, Director of Engineering, introduced himself and provided information on the
32 construction schedule, referring to the fee information in the Board of Selectmen packets. He
33 explained they have used some of the money from the Pelham Road Bridge project to justify
34 the need to fix that bridge to the State.

35
36 **Discussion:**

37 Selectman McBride spoke in support of the motion, inquiring whether new technology which
38 is being used by the State to prevent the decay of bridges would be used by the Town and
39 Mr. Puff explained the Town was already using one of these and he would check on the
40 other.

41
42 In response to Selectman Hargreaves' request for confirmation that the State Historic
43 Preservation Office is on board with the rebuilding of the Lawrence Road Bridge, Mr. Sistare
44 stated they will probably not comment until they have seen the design. Selectman
45 Hargreaves provided some historical information regarding the bridge which he had
46 uncovered and offered photographs he had taken recently of the bridge to Town staff.

1 It was confirmed for Selectman Barnes that design money will be reimbursed at 80%. He
2 also confirmed that part of the preliminary engineering for the bridge would involve
3 consulting all agencies that might have an interest prior to working on the bridge.
4

5 There was a discussion, initiated by Selectman Lyons regarding Cluff Crossing Bridge and
6 the road construction involved in this project. Mr. Puff confirmed there would be minimal
7 reconstruction of the road. Chairman Roth pointed out that the bridges are being done at this
8 point because they have to be, and cautioned the Board that the Town should stick with the
9 current Road Program. There followed a discussion about other roads the Town has
10 committed to doing now and members of the Board spoke about being flexible from year to
11 year with the Road Program. Mr. Puff confirmed for Selectman Hargreaves that they plan to
12 replace Cluff Crossing Bridge completely.
13

14 **MOTION:** by Selectman McBride

15 *Move to authorize the expenditure of a sum not to exceed \$295,000 from the Roadway*
16 *Capital Reserve Fund Balance for the purpose of the engineering design, permitting, and*
17 *preparation of construction documents for the Lawrence Road Bridge over Spicket River,*
18 *the Cluff Crossing Bridge over Policy Brook, and the Pelham Road Bridge over Porcupine*
19 *Brook.*

20 **SECOND:** Selectman Lyons
21

22 ***Discussion:***

23 Mr. Puff confirmed for Selectman Hargreaves that Pelham Road will be completely removed
24 and replaced with something 10ft wide, and will be sized hydraulically for its needs.
25 Chairman Roth stated the new bridge will mitigate but not resolve the problem in that area.
26

27 There followed a discussion, initiated by Selectman Lyons regarding the road work on South
28 Policy Street and Selectman Lyons spoke in support of the motion.
29

30 Mr. Puff confirmed for Selectman Hargreaves that under the State Bridge Program the Town
31 would be eligible for 80% reimbursement in 2013/14. He confirmed for Chairman Roth he
32 thought the chances of not getting this money were very low.
33

34 There followed a discussion of other monies to be reimbursed and Mr. Puff explained the
35 schedule of reimbursements. He also explained there were too many factors involved for
36 him to say accurately when monies will be reimbursed. Chairman Roth requested a synopsis
37 for the Board of the various projects and levels of funding which the Town is expecting to be
38 reimbursed to assist the Board with future deliberations.
39

40 **VOTE:** 5-0-0

41 The motion carried unanimously.
42

43 Selectman McBride clarified and confirmed that the Board has committed to do Ball Avenue
44 in 2009 as part of the Road Program.

8. Hedgehog Park Master Plan

Mr. Sistare introduced Mr. Chris Dillon, Recreation Director to present the Hedgehog Park Master Plan. Mr. Dillon stated he is working with the Recreation Advisory Committee and handed out a copy of his presentation to the Board.

In his presentation Mr. Dillon provided the Board with a status report of the Master Plan, stating they will start on the design phase following feedback on the Plan from the Board.

He also provided historical information; the mission statement; facilities which need to be addressed in order to meet the needs and wants of residents of all ages. He pointed out that usage of the park has increased tremendously this year and gave detailed information on what needs to be done to the facilities to provide more variety to residents, including how the improvements could be paid for with no cost to the Town.

Mr. Dillon offered to find out the size of the pond for Chairman Roth and spoke about the things they hope to address this year and put up an aerial photo showing where the various improved amenities could be located. He stated he had received calls from people willing to donate services. He explained they would eventually like to provide a larger pavilion to replace the warming shack which will provide a variety of uses in different seasons.

Selectman Barnes suggested looking at the playground in Griffin Park in Windham for ideas on providing a variety of equipment which appeal to children, and Chairman Roth asked whether the park could be opened for winter activities.

Discussion:

Selectman Hargreaves stated they have donations coming in, and spoke about scheduling. Mr. Dillon clarified for Chairman Roth that no action was required from the Board this evening to move forward with the tree removal, and Selectman McBride clarified that there is no need to go before the Planning Board for this. There was further discussion regarding options for cutting the trees and whether the area needs to be considered as part of the Shoreline Protection Act. Chairman Roth requested Mr. Sistare continue moving forward with the plan, and asked the Board whether they had further direction for Mr. Dillon regarding the plan so that he can move forward with it..

In response to a query from Selectman Lyons, a time line for improvements was given. Selectman Lyons confirmed the Board needs to see a site plan to ensure they are planning appropriately and to enable the plan to move forward appropriately.

Chairman Roth thanked both Selectman Hargreaves and Mr. Dillon for their work.

9. 2009-2010 Legislative Policy Process

Referring to the notes on this in his action bulletin, Mr. Sistare explained providing feedback to the LGC was the Town's opportunity to provide input before the new legislature.

Chairman Roth instructed Board members to provide input to Mr. Sistare with input in order that they could review the policy recommendations at the next meeting.

10. Town Manager's Report

Mr. Sistare stated he had received complaints about construction at De Vito's, explaining the work would be complete by August 27, 2008.

He also provided an update from the Tax Collector regarding receipts for the first property tax billing, stating the Town has collected slightly ahead of last years figures.

Mr. Sistare stated the Planning Board Chairman has asked for a joint meeting with the Planning Board and the Board of Selectmen to discuss and set goals and priorities for next year, and Chairman Roth suggested August 11, 2008 from 6:00 pm to 7:00 pm.

Mr. Sistare provided an update on the status of the teen center and the Board agreed to table this matter indefinitely as follows:

MOTION: by Selectman Hargreaves

Move to table the matter of the Salem Teen Center indefinitely

SECOND: Selectman Barnes

VOTE: 5-0-0

The motion carried unanimously.

Mr. Sistare provided an update on Stanwood Road and explained he is trying to find a place on the Board of Selectmen agenda on 28th August for the residents to meet with the Board of Selectmen. Selectman McBride requested that Mr. Sistare provide the Board with as much information on this topic as is available prior to the next meeting.

11. Selectmen Reports/ Correspondence

Selectman Lyons clarified that State representatives would attend the Board's meeting on August 28 to update them on the work on I 93. He also thanked Mr. David Tilton for his efforts in removing trash.

Mr. Sistare confirmed for Selectman Hargreaves that he is investigating who is in charge of the SCTV Trust Fund from a legal stand point. Selectman McBride provided background to the current situation.

There followed a discussion regarding the teen social center and whether to change the motion to table the matter.

Selectman McBride reiterated his previous comments about reducing costs for the budget. Chairman Roth requested if Board members have ideas or further comments they should put them in a memo to Mr. Sistare and copy all members of the Board to avoid duplication and ensure everyone is aware of what has been suggested.

12. Old Business Tabled/Pending

There was none.

• Additions/Requests by the Public

Mr. Lester Libby of 97 Shore Drive introduced himself and asked whether anything could be

1 done to fix a 90 degree curve on Shore Drive during the current construction project. The
2 Board discussed this and Chairman Roth asked Mr. Sistare to investigate at the staff level to
3 see if changes can be made at this point, and to find out why the curve had been kept in the
4 design.
5

6 Mr. Bill Carter, Chairman of the Conservation Commission, introduced himself and
7 announced there is a tree harvest taking place in the Town forest which would take a further
8 one and one and a half weeks. He also issued an invitation to the Board of Selectmen to
9 attend a workshop on Shoreline Protection scheduled for their next meeting at 7:00 p.m. on
10 August 6, 2008. He also stated that the dog pen is missing from the property at 114
11 Lawrence Road and it was agreed Mr. Sistare would check this out with Mr. Russell,
12 Director of DPW to ascertain where this has gone. Mr. Carter stated there will be a group
13 raking the property to keep it tidy on August 8, 2008.
14

15 • **Upcoming Meetings**

- 16 ○ July 28, 2008
- 17 ○ August 11, 2008
- 18 ○ August 25, 2008

19
20 • **Upcoming Events**

21 Selectman Hargreaves announced the following:

- 22 ○ Field of Dreams Thursday concerts at 7:00 p.m.
- 23 ○ Eagle Scout fundraiser – Motorcycle run on July 19, 2008 to raise money for Northeast
24 Rehab

25
26 **MOTION:** by Selectman Lyons

27 ***To adjourn the meeting***

28 **SECOND:** Selectman Hargreaves

29 **VOTE:** 5-0-0

30 The motion carried unanimously.

31 Without further business, the meeting adjourned at 9:02 p. m.
32

33 Notes/Minutes Taken by: Sandra Maxwell

34 Approved: Board of Selectmen

35 Date: July 28, 2008
36
37